

~~ADMINISTRATIVE INTERNAL USE ONLY~~

23 DEC 1977

MEMORANDUM FOR: Chief, Printing and Photography Division, OL
Chief, Information Services Staff
Chief, Reference Services Division, NPIC
Chief, Support Services Division, OCR

SUBJECT : Formation of Task Force to Study Recommendation
for the Consolidation of Micrographics

1. (U/AIUO) The Comptroller has asked me to serve as chairman of a task force to study the recommendation which has been placed before the Executive Advisory Group (EAG) to consolidate micrographics within the Agency. A copy of the EAG minutes of 13 December creating the task force is attached for your information. I also enclose a copy of the recommendation presented.

2. (U/AIUO) The Comptroller has given me your names as those chosen by your respective Directorates to serve on the task force. I intend to get together with each of you individually, as best as we can arrange it during the holiday season or shortly thereafter, so that we can convene a meeting in early January to agree upon a procedure and establish tasks.

3. (U/AIUO) I will be in touch with each of you next week. I can be reached on extension [] in Room 4E24 Headquarters.

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Office of the Comptroller

Attachments:
As Stated

1/9/78
[] TO REP DDA;

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WILL ATTEND ALL MEETINGS.

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PASSED TO []

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THIS DATE []

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